



**DEPARTMENT OF HEALTH AND SOCIAL SERVICES  
DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES**

**GOVERNOR'S ADVISORY COUNCIL (GAC)  
TO THE DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES (DDDS)**

**Thursday, November 17, 2016**

The Governor's Advisory Council to the Division of Developmental Disabilities Services met on September 15, 2016, at the 1056 Woodbrook Big Conference Room in Dover.

**COUNCIL MEMBERS PRESENT:**

Terri Hancharick, Chair  
Timothy F. Brooks, Ed.D.  
Susan Pereira  
Thomas Rust  
Angie Sipple  
Gail Womble

**COUNCIL MEMBERS ABSENT:**

**NONE**

**STAFF MEMBERS PRESENT:**

Marie Nonnenmacher  
Terrence Macy  
Robert Paxson (*Via Phone Conference*)  
Adamarys Pino (*minutes*)

**STAFF MEMBERS ABSENT:**

Jill Rogers, *Director*  
Adele Wemlinger  
Lynda Lord  
Stephen Perales  
Valerie Smith

**GUESTS PRESENT:**

Patricia L. Maichle, *DD Council (Developmental Disability Council)*  
Vicki Haschak, *Elwyn*  
Brian Hartman, *DLP (Disabilities Law Project)*  
Libby Cusack, *FSU (Families Speaking UP)*

**CALL TO ORDER:**

The meeting was called to order at 11:18 a.m.;  
introductions were made.

**NEXT MEETING:**

Thursday, January 19, 2016 at 11:00 a.m.

**APPROVAL OF MINUTES:**

Copies of September 15<sup>th</sup>, 2016 meeting minutes were distributed, reviewed and approved.

**AGENDA-ADDITIONS:**

AdvoServ Update  
DDDS Lifespan Waiver - Public Hearing (*Power Point Presentation*)  
Apologies for not attending this monthly meeting on behalf of Jill Rogers, *Director* & Lynda Lord due to illness.  
Members Updated Contact Information.  
Announcement and information about AdvoServ.

**All meeting dates, times, and locations are on the Delaware Meeting Calendar at this link:**

**NEW LINK**     <https://publicmeetings.delaware.gov/?agencyId=20>     **NEW LINK**

**AGENDA-SUBJECTS:**

♦ **Review of DDDS Service Standards**

A copy of the *DDDS Service Standards - Clean Final (10-26-2016)* was previously distributed to the GAC members.

Marie explained the background on the DDDS standards and why they needed to be revised. In past years, if they looked on our website to find the “DDDS Standards”, you would have found a set of standards that was basically a repeat of what the regulation for Neighborhood Group Homes that the Division of Long Term Care Residents Protection is charged with overseeing. It was not broken out by specific requirements for each DDDS service. This was confusing to providers because there are requirements for residential settings that don't apply to day or other settings.

In order to correct this it was decided that the Standards need to be clear and specific to each service and also identify requirements that apply to all services. DDDS started to address this a few years ago, but we ran out of time to add the standards for the Behavioral or the Nurse Consultation Services and Support Employment and it still needed more work.

In the meantime, CMS promulgated the Home and Community Based Settings Rule, which added new requirements for certain services. This revision to the standards does two things: it changes the format making it clear to each type of provider which requirements apply to them and it also includes those few new standards that specifically relate to the Home and Community Based Rule..

At the meeting, the new Service Standards manual was discussed with the group in detail. Members asked questions and make several suggestions for revisions to the standards.

♦ **Review of Public Comments**

A copy of the *Public Comment – Response to DDDS Service Standards (10-26-2016)* was shared/distributed and discussed with the group.

♦ **Announcement of New DDDS Hires**

Marie shared with the group that there are two new additions to our team: Jim Dickinson, DDDS Resident's Protection Administrator that was previously held by Chris Long and Diana Urbanas, Manager of Incident Management, DDDS Office of Investigative Services. Jim has more than 35 years' experience in the field of public health. Lynda Lord was also promoted from Chief of the Office of Quality Improvement to the Manager of the Office of Professional Development, the position which was previously held by Pat Weygandt until her retirement last summer. Members stated they would like a little briefing of these new staff members and see our organizational charts for the next meeting held in January 19, 2017.

♦ **Residential Setting Vacancy Report FY17**

A copy of the *Residential Setting Vacancy Report (11-10-2016)* produced by the Office of Professional Services was shared/distributed and discussed with the group.

♦ **DDDS Lifespan Waiver Presentation (Power Point Presentation)**

Marie shared the PowerPoint presentation that DDDS intends to use at the Public Hearings on November 28, 29 and 30 for the Lifespan Amendment and asked for feedback from the group.

The group made several suggestions which will be incorporated into the presentation before it is used for the public hearings.

**Announcements and Informational Items**

Apologies for not being able to attend this monthly meeting were made on behalf of Jill Rogers, Director, and Lynda Lord due to illness.

Members decided to postpone the topic related to the AdvoServ Updates, to be discussed at the next meeting on Thursday, January 19, 2016 at 11:00 a.m., when Jill Rogers and Lynda Lord are present. Dr. Terry Macy assured to the group that DDDS is engaged in heightened monitoring of the situation. We have a standardized checklist to help ensure that we are thorough in our reviews of the provider. DDDS is on site at each Advoserv location at least on a weekly basis at different times.

Copy of the members updated contact information list was shared/distributed between GAC council members.

**Adjournment**

The meeting adjourned at 1:30 p.m.